

Application for Reservist Differential (RD) Payments

Name: _____

Today's Date: _____

SSN: _____

Duty Section/ Location: _____ Duty Phone: _____

BACKGROUND: In order for Human Resource (HRO) office to determine if you qualified for the Reservist Differential Program, the employee must provide us with copies of military orders, Military LES's, Civilian LES's, and Technician timecards. We cannot accept partial application packages nor begin the RD process until we receive a complete package.

Please list the Active Duty Tours for which you are applying:

Active Duty Start: _____ Active Duty Ended: _____

Employee is Required to Provide the Below Supporting Documents for the Above Timeframe:

☐ Leave & Earnings Statements (Civilian)

☐ Leave & Earnings Statements (Military)

☐ Military Orders

☐ Technician Time Cards

For HRO use only:

☐ : Military Orders

☐ : Tech Time Cards

☐ : LES (Civilian)

☐ : LES (Military)

☐ : DCPDS Input

Eligible to apply: Yes: ☐

No: ☐

Reason (if no): _____

Remedy Ticket sent to DFAS:

Ticket #: _____

Date Sent: _____

Date Closed: _____

Reservist Differential Program Points of Contact:

Primary: Ms. Vicki Lipka

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